



Town of Groton, Connecticut

Meeting Agenda

Town Council

45 Fort Hill Road
Groton, CT 06340-4394
Town Clerk (860)441-6640
Town Manager (860)441-6630

*Mayor Harry A. Watson, Councilors Peter J. Bartinik, Jr., Heather Sherman Bond, Catherine Kolnaski,
Frank O'Beirne, Jr., John F. Scott, Paulann H. Sheets, James L. Streeter, and Elissa T. Wright.*

Tuesday, October 17, 2006

7:30 PM

Town Hall Annex - Community Room 1

REGULAR MEETING

I. ROLL CALL

II. SALUTE TO THE FLAG

III. RECOGNITION, AWARDS & MEMORIALS

2006-0245 Proclamation Recognizing Comcast Cares Day

Proclamation - TC

PUBLIC HEARING

2006-0266 Public Hearing on Amending Land Use Application and Permit Fee Ordinance

Referral

PUBLIC HEARING ON AN ORDINANCE AMENDING ORDINANCE NO. 194 CONCERNING FEES FOR THE PROCESSING OF LAND USE APPLICATIONS AND PERMITS

An Ordinance Amending Town Ordinance No. 194 Concerning Fees for the Processing of Land Use Applications and Permits.

Be It Ordained By The Town Council:

Section 1. Enabling Provisions and Purpose. C.G.S. Section 8-1c provides for the Town Council to adopt fee schedules for land use applications and reviews associated with the work programs of the Planning Commission, Zoning Commission, Inland Wetlands Agency, and Zoning Board of Appeals. An ordinance, when adopted, supersedes any specific fee schedules established by respective agencies.

The schedule herein is intended to establish reasonable fees for the processing of all land use applications in a manner that funds the approximate actual municipal administrative costs of reviewing, evaluating, processing, and advertising land use applications as is necessary. These administrative costs shall further be defined to include additional payment(s) by the applicant for direct costs of materials and services associated with work performed by professionals, other than Town employees, including but not limited to professional/consultant reports, third party professional certifications, stenographic and transcription services associated with an application, and such other required certifications as the case may be.

Section 2. The following fees and/or charges for permits, applications and related administrative actions shall be as follows:

A) SUBDIVISION OR RESUBDIVISION REVIEW

Base Fee	\$400
1- 4 lots	\$225 per lot, plus base fee
5- 49 lots	\$150 per lot, plus base fee
50 lots or over	\$125 per lot, plus base fee
Subdivision Modification	\$250

B) SITE PLAN REVIEW

Site Plan modification	\$150	
Building size of 25,000 square feet or less		\$150
Building size of 25,000 - 100,000 square feet		\$250
Building size over 100,000 square feet		\$350
Administrative Site Plan	\$ 50	

C) COASTAL SITE PLAN REVIEW

Non-Exempt Activities	\$150	
Combined with Subdivision, Variance, Site Plan, Special Permit		\$ 75

D) SPECIAL PERMIT REVIEW \$400

E) INLAND WETLANDS REVIEW

	Minor	Major
1 Lot/1-2 dwelling units	\$150	\$400
2 or more lots/3 or more dwelling units	\$150	\$400
1 lot/1 commercial or industrial building	\$150	\$400
Permit amendment, modification, renewal or extension	\$150	\$400
Regulation or map amendment		\$400
Permitted or non-regulated activity		No charge

F) ZONING AND SUBDIVISION AMENDMENT REVIEW

Regulation Amendment	\$400
Map Change	\$400

G) VARIANCE/APPEAL \$400

H) ZONING COMPLIANCE CERTIFICATION \$ 25

I) CERTIFICATE OF LOCATION \$ 150

All fees include a \$30 State Land Use Fee where applicable.

Section 3. Complex Application Fee: If an application is deemed by the Town staff or Board or Commission to be complex, the Town may charge an additional fee sufficient to cover the cost of reviewing and acting on complex application. Such fee may include, but not be limited to, the cost of retaining experts to analyze and review reports submitted by the applicant as part of the complex application. The Town staff and/or designated agent as the case may be shall estimate the Complex Application Fee within 21 days of the official receipt of the application by a respective Board or Commission. The fee shall be paid prior to the respective Board or Commission taking action on the complex application. Any portion of the Complex Application Fee in excess of the actual costs incurred shall be refunded to the applicant after publication of the Board or Commission's decision as required by law.

Section 4. Other Requirements. The Office of Planning and Development Services is authorized to create and implement reasonable and necessary procedures to address such necessary administrative costs and requirements noted in Sections 1 and 3 above to accomplish the provisions of this

ordinance.

Section 5. Boards, commissions, councils, and departments of the Town of Groton are exempt from all fee requirements under this ordinance.

Section 6. This Ordinance hereby supersedes Ordinance No. 194 and any other Ordinance or measure concerning fees for the purposes specified in this Ordinance heretofore adopted.

Section 7. After (date) , fees may be amended by resolution of the Town Council and will be kept in the office of the Town Clerk.

Section 8. This Ordinance shall become effective on (date) .

IV. CITIZENS' PETITIONS, COMMENTS AND CONCERNS

This is the portion of the Council Agenda where the Council welcomes comments from citizens. Each presentation should be limited to ten minutes or less, and citizens should, if possible, submit written comments. Presentations should be related to matters pertinent to Groton. Town Councilors will only ask questions in order to clarify the speaker's presentation and can respond during the Responses to Citizens' Petitions portion of the Town Council meeting. Citizens should make their presentations from the lectern and state their names and addresses for the record.

V. RESPONSES TO CITIZENS' PETITIONS, COMMENTS AND CONCERNS

VI. CONSENT CALENDAR

All matters listed under Item VI (Consent Calendar) are considered to be routine and will be enacted by one motion. No separate discussion of these items will take place, unless cause is shown prior to the time Council votes on the motion to adopt.

a. Approval of Minutes

2006-0258	Approval of Minutes (Town Council)	Resolution - Consent
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RESOLUTION ACCEPTING TOWN COUNCIL MINUTES

RESOLVED, that the minutes of the Town Council meeting of October 3, 2006 are hereby accepted and approved.

b. Deletions from the Town Council Referral List

2005-0157	Appointment of Additional Members to the Board of Assessment Appeals	Referral
2006-0027	Mystic Transportation Issues	Referral
2006-0131	Update on Ambulance Service Study Recommendations	Referral
2006-0133	Budget Guidelines for FYE 2008	Referral
2006-0211	Groton Historical Society Update	Referral
2006-0253	Voting Devices for the Visually Impaired	Referral
2006-0221	Groton Ambulance Building Expansion	Referral
2006-0260	Appointment of Judy Leonard to the Library Board	Resolution
2006-0261	Appointment of Nancy Mitchell to the Historic District Commission	Resolution
2006-0262	Appointment of Walt Jay to the Board of Assessment Appeals	Resolution
2006-0263	Appointment of James Mitchell to the Board of Assessment Appeals	Resolution

2006-0264 **Appointment of Maureen Lage to Board of Assessment Appeals** **Resolution**

2006-0265 **Job Description for Planner II - Neighborhood and Community Planning** **Resolution**

c. Special Trust Fund Contributions

2006-0251 **Special Trust Fund Contributions** **Resolution - Consent**

RESOLUTION ACCEPTING CONTRIBUTIONS TO SPECIAL TRUST FUNDS

RESOLVED, that the Town Council hereby accepts contributions to the Town as follows:

Darlene Gamble McNaughton - \$100.00 - Library Discretionary

VII. COMMUNICATION REPORTS (Other than Committee Reports)

- a. Town Councilors
- b. Representative Town Meeting
- c. Clerk of the Council
- d. Town Manager
- e. Town Attorney

VIII. COMMITTEE REPORTS

- a. Community & Cultural Development - Chairman O'Beirne
- b. Economic Development - Chairman Bond
- c. Education/Health & Social Services - Chairman Kolnaski
- d. Environment & Recreation - Chairman Sheets
- e. Finance - Chairman Wright
- f. Personnel/Appointments/Rules - Chairman Scott
- g. Public Safety - Chairman Streeter
- h. Public Works - Chairman Bartinik
- i. Committee of the Whole - Mayor Watson

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

2006-0211 **Groton Historical Society Update** **Referral**

RESOLUTION FOR THE GROTON HISTORICAL SOCIETY

WHEREAS, the Town Council on April 26, 2006, approved a temporary committee to study the creation of a Groton historical society, and

WHEREAS, a large amount of historical documents, photographs, artifacts, memorabilia and other materials with historical links to the Town of Groton exists in various locations and in personal collections, without the benefit of being properly catalogued and stored in secure archival facilities, and

WHEREAS, Councilor James Streeter has reported that the temporary committee has concluded that

it is now feasible and timely to incorporate a historical society for the Town of Groton, and that it would be widely supported by individuals and institutions, now therefore be it

RESOLVED, that the Groton Town Council endorses the incorporation of a cultural organization, in the public interest, to be known as the Groton Historical Society.

Legislative History

7/25/2006	Town Council Committee of the Whole	Discussed
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Councilor Streeter stated he is very pleased with the Committee and their progress. In order for the Historical Society to file for 501(c)(3) status, they need a name, a mission statement, and bylaws, which are currently under development. The officer positions have been tentatively filled. A local attorney has offered to file papers free of charge. The committee has received an offer from the Avery Copp Association to utilize their upgraded carriage shed. The committee is also looking at two alternate locations for a permanent facility.

10/10/2006	Town Council Committee of the Whole	Recommended for a Resolution
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2006-0221 Groton Ambulance Building Expansion

Referral

RESOLUTION CONCERNING EXPANSION OF THE GROTON AMBULANCE BUILDING

WHEREAS, the Town of Groton owns the land and building occupied by Groton Ambulance, and

WHEREAS, Groton Ambulance is requesting Town Council endorsement of their effort to undertake a facility needs assessment, and

WHEREAS, a decision to expand the building would require more detailed information concerning the needs of the ambulance operations, now therefore be it

RESOLVED, that the Town Council endorses Groton Ambulance Association's effort to undertake, at their expense, a needs assessment which will be shared and reviewed with the Town Council, and be it

FURTHER RESOLVED, that Councilor James Streeter is authorized to represent the Town Council during the needs assessment and to report back to the council when he deems it appropriate.

Legislative History

8/1/2006	Mayor	Referred	Town Council Committee of the W
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8/1/2006	Town Council	Referred	Town Council Committee of the W
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At the request of the Town Manager, Mayor Watson made a referral to the Committee of the Whole concerning the expansion of the Groton Ambulance facilities.

8/15/2006	Town Council Committee of the Whole	Discussed
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Tim Law and Mark Williams from Groton Ambulance Association (GAA) were present to address the Committee. Town Manager Oefinger described a recent discussion with Mr. Law and Mr. Williams regarding possible expansion of the Groton Ambulance facility. In their current year budget, GAA has set aside funds for a preliminary needs assessment. Town Manager Oefinger suggested that they talk to the Town Council about their future plans prior to expending the money.

Mr. Law explained that GAA is in desperate need of a building expansion for vehicle storage and crew quarters/administrative space. The most recent request appeared in the 1998 CIP, but it was never funded. The Association has made some improvements to the building. GAA is not looking for money to fund the project, but concurrence from the Town Council to explore building expansion. Mr. Williams has prepared very preliminary drawings, but Mr. Law asked for any assistance the Town can provide for building design and planning. There are no firm cost estimates at this point, but Mr. Law is estimating \$500,000 to \$1 million for approximately 5,000 square feet. Town Manager Oefinger noted that the Town has not yet looked at the project, and square foot estimates are premature. Mr. Law stated that GAA is looking at borrowing the money from a private lender, which may require transfer of ownership of the building for collateral. The Town Manager suggested it is also premature to think about how the ultimate project will be funded.

Councilor Bond questioned the ambulance study, which concluded that in the short term, it is probably cheaper for the Town to proceed with two ambulance associations, but in the long term to combine them.

Town Manager Oefinger suggested that Councilors tour the building. The first step is a needs assessment and development of conceptual plans to add on to the building. Councilor Streeter volunteered to work with the Association as the needs assessment is developed. A special meeting of the Committee of the Whole was scheduled for August 22nd at 6:00 p.m. at the Groton Ambulance building.

The consensus of the Committee was to support the needs assessment.

8/22/2006	Town Council Committee of the Whole	Discussed
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The Committee toured the Groton Ambulance building with Tim Law of Groton Ambulance Association. Mr. Law noted building deficiencies and conceptual plans for an addition to alleviate some of the issues.

10/10/2006	Town Council Committee of the Whole	Recommended for a Resolution
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2006-0253	Voting Devices for the Visually Impaired	Referral
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RESOLUTION CONCERNING ELECTRONIC VOTING EQUIPMENT AGREEMENT

WHEREAS, the Help America Vote Act of 2002 has developed a uniform set of requirements for each voting system used in an election for federal office;

WHEREAS, included among the requirements of the Help America Vote Act is a provision that every polling place must maintain at least one voting machine created to ensure private and independent voting capabilities for persons with disabilities;

WHEREAS, the "IVS voting system" has been recognized to be in compliance with the requirements of the Help America Vote Act, including the provision of accessibility for persons with disabilities;

WHEREAS, the Office of the Secretary of the State of Connecticut has used federal funds advanced through the Help America Vote Act to purchase voting machines in compliance with this said accessibility provision of the Help America Vote Act, these being the "IVS voting system";

WHEREAS, the Town of Groton is a municipality in the State of Connecticut;

WHEREAS, the Town of Groton, through its elected officials and the employees thereof, is responsible for conducting primaries and elections, federal and otherwise, within its borders;

WHEREAS, the Town of Groton, through its legislative body is responsible for providing suitable voting machines for use within its own municipality;

THEREFORE, the legislative body of the Town of Groton hereby accepts ownership of the said "IVS voting system" and will begin to use said voting machines with the election to be held on November 7, 2006.

Legislative History

10/5/2006	Mayor	Referred	Town Council Committee of the W
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10/10/2006	Town Council Committee of the Whole	Recommended for a Resolution
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2006-0260	Appointment of Judy Leonard to the Library Board	Resolution
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RESOLUTION APPOINTING JUDY LEONARD TO THE LIBRARY BOARD

RESOLVED, that Judy Leonard, 12 Sequin Drive, Noank, is appointed to the Library Board for a term ending 12/31/07.

Legislative History

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| 10/10/2006 | Town Council
Personnel/Appointments/Rules
/Legislation Committee | Recommended for a
Resolution | |
| 2006-0261 | Appointment of Nancy Mitchell to the Historic District Commission | | Resolution |
| <p>RESOLUTION APPOINTING NANCY MITCHELL AS AN ALTERNATE TO THE HISTORIC DISTRICT COMMISSION</p> <p>RESOLVED, that Nancy Ann Mitchell, 711 Cow Hill Road, Mystic, is appointed to the Historic District Commission, as an alternate member, for a term ending 12/31/10.</p> <p><u>Legislative History</u></p> | | | |
| 10/10/2006 | Town Council
Personnel/Appointments/Rules
/Legislation Committee | Recommended for a
Resolution | |
| 2006-0262 | Appointment of Walt Jay to the Board of Assessment Appeals | | Resolution |
| <p>RESOLUTION APPOINTING WALT JAY AS AN ALTERNATE MEMBER TO THE BOARD OF ASSESSMENT APPEALS</p> <p>RESOLVED, that Walt Jay, 63 Leafwood Lane, is appointed to the Board of Assessment Appeals, as an alternate member, for a term ending 12/31/08.</p> <p><u>Legislative History</u></p> | | | |
| 10/10/2006 | Town Council
Personnel/Appointments/Rules
/Legislation Committee | Recommended for a
Resolution | |
| 2006-0263 | Appointment of James Mitchell to the Board of Assessment Appeals | | Resolution |
| <p>RESOLUTION APPOINTING JAMES R. MITCHELL TO THE BOARD OF ASSESSMENT APPEALS</p> <p>RESOLVED, that James R. Mitchell, 711 Cow Hill Road, Mystic, is appointed as a member of the Board of Assessment Appeals for a term ending 9/30/08 pursuant to Town Ordinance No. 253.</p> <p><u>Legislative History</u></p> | | | |
| 10/10/2006 | Town Council
Personnel/Appointments/Rules
/Legislation Committee | Recommended for a
Resolution | |
| 2006-0264 | Appointment of Maureen Lage to Board of Assessment Appeals | | Resolution |
| <p>RESOLUTION APPOINTING MAUREEN J. LAGE TO THE BOARD OF ASSESSMENT APPEALS</p> <p>RESOLVED, that that Maureen J. Lage, 120 Anchorage Circle, is appointed as a member of the Board of Assessment Appeals for a term ending 9/30/08 pursuant to Town Ordinance No. 253.</p> <p><u>Legislative History</u></p> | | | |
| 10/10/2006 | Town Council
Personnel/Appointments/Rules
/Legislation Committee | Recommended for a
Resolution | |
| 2006-0265 | Job Description for Planner II - Neighborhood and Community Planning | | Resolution |
| <p>RESOLUTION APPROVING A JOB DESCRIPTION FOR PLANNER II - NEIGHBORHOOD AND COMMUNITY PLANNING</p> <p>WHEREAS, the Office of Planning and Development Services has proposed to realign the positions</p> | | | |

that head its major divisions, and

WHEREAS, the Manager of Planning Services will assume the duties of administering the community development program, and

WHEREAS, a change in organizational structure will increase needed personnel resources for building inspection and related work, now therefore be it

RESOLVED, that the Town Council approves the job description of Planner II - Neighborhood and Community Planning, dated September 2006.

Legislative History

10/10/2006	Town Council Personnel/Appointments/Rules /Legislation Committee	Recommended for a Resolution
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XI. OTHER BUSINESS

XII. ADJOURNMENT